

APPENDIX G

Sample Standing Operating Procedures

This appendix contains portions of three sample annexes to an FSB SOP. The purpose of this appendix is to provide a guide for a format and level of detail. It is not intended to be prescriptive.

ANNEX ____ (MAINTENANCE) TO ____ FSB SOP (WARTIME)

1. PURPOSE. To prescribe the policies and procedures for maintenance operations during wartime. Procedures for a particular OPLAN will be published in the service support annex/paragraph of that plan.

2. SCOPE. Applicable to all customers and elements of ____ FSB.

3. GENERAL.

a. Maintenance operations in the field will follow standard maintenance procedures as fully as the tactical situation permits.

b. All maintenance will be performed at the lowest level consistent with maintenance allocation charts in applicable TMs.

c. Maintenance teams and MSTs will perform on-site repair as much as possible.

d. Urgent maintenance work orders will be applied as soon as possible. Application of lower priority MWOs will be done as the tactical situation permits.

e. Maintenance priorities, unless otherwise announced, are first to combat, then CS, then CSS units. Priority to a particular task force will be determined by the brigade commander.

f. The brigade S4 will be the POC for all interservice and HNS maintenance operations.

4. RESPONSIBILITIES

a. ____ FSB provides DS maintenance for all brigade units and any other supported units in the ____ Brigade area except as noted below. Support provided to nondivisional elements will be coordinated between the support operations officer and a LO provided by the corps logistics task force operating in the DSA.

b. ____ AMCO provides AVIM and backup AVUM support.

c. ____ MSB provides backup DS maintenance.

d. ____ Signal Battalion provides DS maintenance for classified items.

5. BATTLE DAMAGE ASSESSMENT AND REPAIR

a. All maintenance personnel and customers down to vehicle commanders will be familiar with the policies and procedures in TM 9-2350-276-BD.

b. All nonstandard repairs will be noted on DD Form 1577. This tag will be tied to the vehicle commander station. It will stay there until standard repairs are made. If cannibalization is performed, a tag will also be fixed to the cannibalized vehicle where the part was removed. The tag will include the nomenclature and NSN of the missing part.

c. Battalion commanders can authorize controlled substitution.

6. RECOVERY AND EVACUATION

a. Battlefield recovery is a unit responsibility. Companies will recover disabled vehicles to the first rearward terrain feature as soon as possible.

b. Vehicles which cannot be repaired by the crew or unit maintenance team within ____ hours will be recovered to the UMCP.

c. Like-vehicle recovery will be used whenever possible. Units should have one tow bar for every two vehicles.

d. Vehicles which require more than ____ hours to repair will be recovered to the BSA. Battalions which require recovery assistance should request support through the BMO to the ____ FSB support operations section. Vehicles to be evacuated by HET will be placed in a collection point next to a Class 60 road.

e....

ANNEX ____ (SUPPLY AND SERVICES) TO ____ FSB SOP (WARTIME)

1. PURPOSE. To prescribe the policies and procedures for supply and service operations during wartime. Procedures for a particular OPLAN will be published in the service support annex/paragraph of that plan.

2. SCOPE. Applicable to all customers and elements of ____ FSB.

3. GENERAL.

a. Priority of issue will be to units in contact, then to units farthest from the supply point.

b. Supply procedures in DA Pamphlet 710-2-1 will be followed as fully as the tactical situation permits.

c. Only the brigade commander has authority to suspend AR 710-2 accountability procedures.

d. Cross-leveling of supplies will be conducted at the lowest level possible.

4. CLASS I

a. Units will maintain three days of supply of MREs on hand.

b. When the tactical situation permits, the ration cycle will be T-MRE-T. Fresh fruit supplements will be provided whenever available.

c. A Co, ____ FSB, will operate the class I point in the BSA.

d. Ration quantities will be based on the personnel status reports.

e. Class I status report will be submitted in accordance with format and procedures in Annex ____ (REPORTS).

5. CLASS II AND IV

a. Units will maintain 10 days of supply.

b. A Co, ____ FSB, will operate the class II, III (pkg), IV, VII point in the BSA.

c. The supply point will have very limited stockage of class II and IV on hand. Requests are normally passed to ____ MSB. Fill time is normally 24 hours or more.

d....

ANNEX ____ (MEDICAL) TO ____ FSB SOP (WARTIME)

1. PURPOSE. To prescribe the policies and procedures for medical operations during wartime. Procedures for a particular OPLAN will be published in the service support annex/paragraph of that plan.

2. SCOPE. Applicable to all supported elements.

3. GENERAL.

a. C Co, ____ FSB, is responsible for health service support on an area basis.

b. It will establish a clearing station in the BSA.

4. GENEVA CONVENTION.

a. Commanders will not employ protected medical elements in combat operations, either offensive or defensive, except for protection of themselves and their patients. Medical vehicles will not move nonmedical supplies or nonwounded combat personnel unless protective markings are removed or concealed.

b. Medical personnel will carry DD Form 1934 at all times.

5. EVACUATION.

a. Unless otherwise stated in the OPLAN, the evacuation policy for the BAS is ____ hours.

b. Maneuver units evacuate to the BAS. C Co ambulances normally evacuate from BAS to the clearing station.

c. Alternate vehicles should be identified by the commander to use when ambulances are unavailable.

d. Deceased personnel will not be evacuated in ground ambulances.

e....